



North Carolina Department of Environment and Natural Resources
Division of Parks and Recreation

Pat McCrory, Governor

Lewis R. Ledford, Director

John E. Skvarla, III, Secretary

August 2, 2013

TO: All Municipal and County Managers of North Carolina

SUBJECT: Funding for Parks and Recreation

The North Carolina Parks and Recreation Trust Fund (PARTF) is beginning a new year of providing grants to local governments. Last year, PARTF awarded 47 grants to cities and counties across the state. A local government can request a maximum dollar-for-dollar grant of \$500,000.

Applicants can apply for funds to acquire land for public parks and build recreational facilities. Funds can also be used to protect the natural and scenic resources or renovate older park facilities.

The General Assembly established PARTF to fund improvements in the state's park system, to fund grants for local governments, and to increase public access to the state's beaches. The Parks and Recreation Authority, was also created to allocate funds from PARTF to state parks and to the local government grants program.

Local and state parks are essential to the quality of life in our North Carolina communities. Since the inception of PARTF, over 375 local governments across the state have used the program to establish or improve parks for their citizens.

I encourage each county and municipality to apply for a grant. The enclosed pages give basic information and requirements for the PARTF program. The application is available at the Division of Parks and Recreation's web site: www.ncparks.gov/partf. The division can also provide assistance with the grant application via the Recreation Resources Service regional consultants including a workshop to be held on September 4, 2013. Completed applications are due on January 31, 2014.

We look forward to working with you to improve park and recreation opportunities throughout North Carolina.

Sincerely,

Lewis R. Ledford

Enclosures

Parks and Recreation Trust Fund Grant Program for Local Governments Requirements and Resources

Program Summary

- **Purpose:** The Parks and Recreation Trust Fund (PARTF) program provides dollar-for-dollar grants to local governments. The grants provide matching assistance to acquire land and/or to develop parks and recreational facilities that serve the general public.

- **Eligible Applicants:** North Carolina counties and incorporated municipalities are eligible for PARTF grants. Public authorities, as defined by N.C. General Statute §159-7, are also eligible if they are authorized to acquire land or develop recreational facilities for the general public.

- **Eligible Projects:** Applicants can apply for funds to acquire land for public parks and build recreational facilities. Funds can also be used to protect the natural and scenic resources or renovate older park facilities. A project must be located on a single site.

- **Maximum Request:** Applicants can request a maximum of \$500,000 with each application.

- **Dollar-for-Dollar Match:** An applicant must match the grant dollar-for-dollar. The appraised value of land to be donated to the applicant can be used as matching funds. The value of in-kind services, such as volunteer work, cannot be used as part of the match.

- **Site Ownership or Lease:** The applicant must own or have at least a 25-year signed lease for the property where a PARTF facility will be located. An applicant must submit a copy of the deed or signed lease with the application unless the property will be acquired with the PARTF grant.

- **Public Use:** Property acquired with a grant from PARTF must be dedicated forever for public recreational use. Facilities built or renovated with a PARTF grant are to be used for public recreation for at least 25 years.

- **Incomplete and ineligible applications** will be returned to the applicant and not considered for funding. *Only information received by 5:00 p.m. on January 31, 2014 will be accepted.*

- **Selecting Recipients:** The Parks and Recreation Authority, a board appointed by the Governor and the General Assembly, selects the applicants who will receive a PARTF grant.

- **How to obtain a PARTF application:** An electronic copy of the application is available through the website for the N.C. Division of Parks and Recreation at <http://www.ncparks.gov/partf>. Regional consultants can also send a hard copy of the application to you.

Would You Like Help with Your Application?

- The North Carolina Division of Parks and Recreation provides technical assistance to local governments through a contract with Recreation Resources Service (RRS) at N.C. State University. RRS can help local governments with the application or to discuss the PARTF project you are proposing.

- Attend a workshop and learn how to complete an application. The workshop will be held from 9:00 a.m. until noon on September 4, 2013 at videoconference sites in the University of North Carolina system. To view teleconference site information, updates and register for the workshop use the PARTF Application Workshop webpage: <http://go.ncsu.edu/partf>

- Complete the application early - *3 weeks before the deadline* - and give it to your regional consultant for a technical review to insure that your application is complete.

N.C. Parks and Recreation Trust Fund (PARTF) Application Workshop

Purpose: To assist interested local governments in understanding the PARTF grants program and application process. Staff will conduct a workshop to present an overview of PARTF and to provide a detailed explanation of all the requirements for completing an application.

Date and Time: September 4, 2013 from 9:00 a.m. until 12:00 noon

Reservations: Seating is limited at the teleconference sites and reservations will be on a first-come, first-serve basis. To reserve a seat, you must register by 5:00 p.m. on September 2nd by using the Recreation Resources Service's PARTF Application Workshop webpage: <http://go.ncsu.edu/partf>

View teleconference site information as well as updates and register for the workshop. All updates will be posted on this website.

Directions to sites may also be accessed at: <http://go.ncsu.edu/rrsdirections>

Workshop Locations:

Asheville: UNC-Asheville, Robinson Hall, Room 129

Boone: Appalachian State University - Ann Belk Hall, Classroom 023

Charlotte: UNC-Charlotte, Friday Building, Room 153 (note: Building 35 on campus map)

Elizabeth City: Elizabeth City State University, Information Technology Center, Room 135

Greenville: East Carolina University, Brody Medical, Room 2E-92

Morehead City: Institute for Marine Sciences, IMS Video Conference Room, 3431 Arendell Street

Mount Olive: Mount Olive College, Communications Bldg, Studios 114-115, 646 James B. Hunt Dr.

Raleigh: NC State University, 202 Poe Hall

Research Triangle Park: Mount Olive College at RTP, Central Park West, 5001 S. Miami Blvd

Rocky Mount: NC Wesleyan College, Gateway Technology Center, 3400 N. Wesleyan Blvd.

Pembroke: UNC-Pembroke, Administration Building, Interactive Video Facility, Room 127

Wilmington: UNC-Wilmington, Randall Building, Room 2005

Winston-Salem: Winston Salem State University, Anderson Center, Room G-22 (Ground Floor)

Sponsors: Recreation Resources Service, NCSU and the NC Division of Parks and Recreation

Local governments are strongly encouraged to contact their Parks and Recreation Consultant to describe the project that they are proposing and discuss the application process. Please see the map of RRS regions to determine your consultant.



Recreation Resources Service: Offices and Staff

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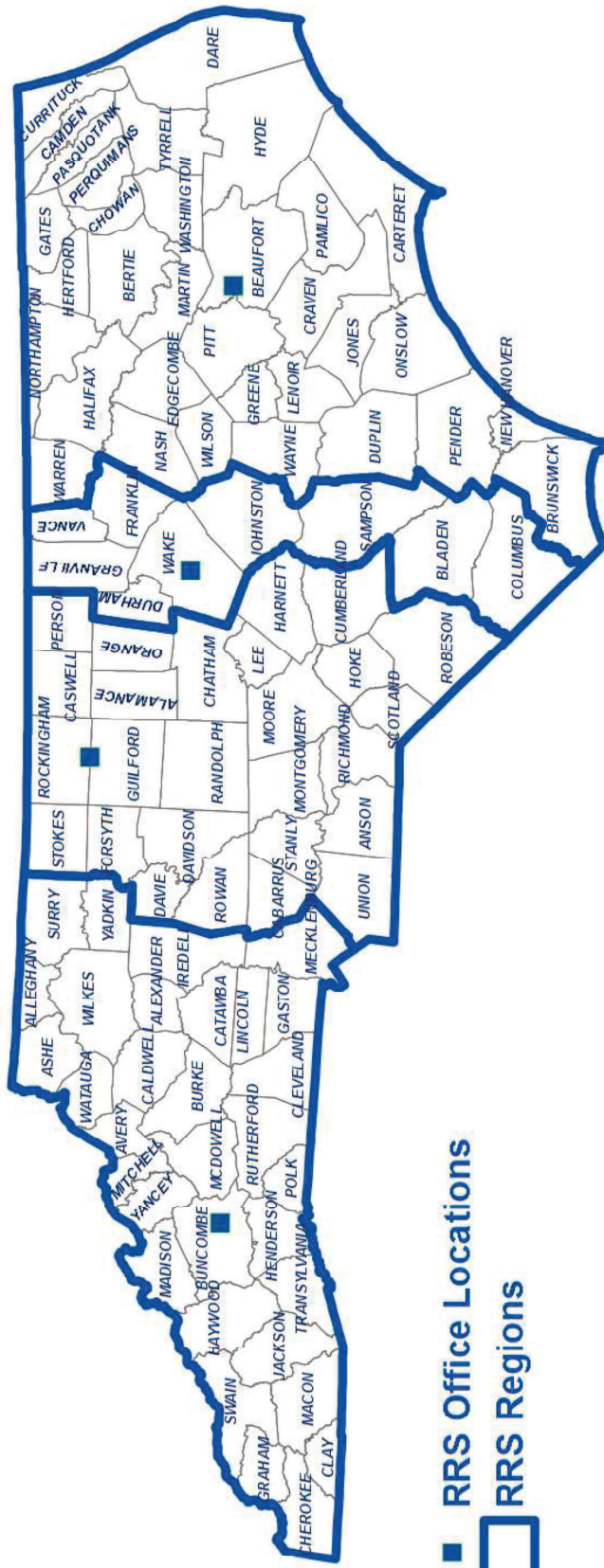
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- RRS Office Locations
- RRS Regions

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Regions effective September 4, 2012
Map update: Nov. 1, 2012

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WHO WE ARE

Recreation Resources Service is the nation's oldest technical assistance program for parks and recreation agencies in North Carolina. RRS provides technical assistance, applied research, and continuing education for the state.

Services are available to government agencies, citizen boards, civic and service groups, schools, youth agencies, hospitals, senior centers, commercial, and non-profit organizations. Recreation Resources Service can assist you in establishing, improving, and or expanding recreation and leisure services in your area of North Carolina.

Services are provided by contract between the Division of Parks and Recreation-North Carolina Department of Environment & Natural Resources and The Department of Parks, Recreation & Tourism Management, College of Natural Resources, North Carolina State University. RRS began as a function of the State of North Carolina Recreation Commission in 1943.

MISSION

RRS was established for the specific purpose of providing assistance to public and private segments of the leisure service industry within North Carolina, including municipal and county park and recreation departments, nonprofit agencies, private recreation agencies, recreation consumer groups, and recreation and park board and commission members.

RRS concentrates on four types of service: technical assistance, field administration for the Land & Water Conservation Fund and the Park & Recreation Trust Fund, applied research and continuing education.

OUR TEAM

The work of RRS is accomplished by five full-time staff members, and a part-time GIS specialist. RRS maintains four field offices.

NC STATE UNIVERSITY



RECREATION **RESOURCES** SERVICE

TECHNICAL ASSISTANCE

RRS consultants have provided assistance in 96 of 100 North Carolina counties. Some examples are:

- Assisting communities with planning and public involvement in parks and recreation plans and projects including Master Plans.
- Assisting parks and recreation agencies with agency accreditation from the National Recreation & Park Association
- Establishing a statewide database of land dedication ordinances, master plans, community surveys and other documents to assist parks and recreation departments throughout the state
- Developing conceptual park plans
- Operating a RRS Parks & Recreation email listserv that currently has 145 members who post information requests, and news information



FIELD ADMINISTRATION OF GRANTS

PARKS AND RECREATION TRUST FUND

The Parks and Recreation Trust Fund in North Carolina has principal funding source for state parks, local parks, and recreation projects. The PARTF program provides dollar-for-dollar grants to local governments. Recipients use the grants to acquire land and/or to develop parks and recreation projects that serve the general public. RRS's grant involvement includes:

- information dissemination
- project inspections
- project application processing
- project conversion resolutions
- closeout processing

LAND AND WATER CONSERVATION FUND

Administered through the NC Division of Parks. Due to very limited funding on recent years, RRS's major focus is limited to inspections of past LWCF projects.

APPLIED RESEARCH

The NC Municipal & County Parks and Recreation Services Study is conducted annually. Data is collected from NC Parks and Recreation Agencies and used to generate special request studies, such as comparable fee structures. Other special projects are undertaken at the request of parks and recreation agencies.

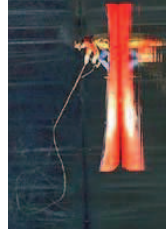
CONTINUING EDUCATION

Educational workshops are offered through RRS at nine sites across the state. Teleconference attendees may earn CEU credits towards professional certification. The service also sponsors a number of other continuing education events including the Carolina Facilities School and the North Carolina Parks and Recreation Director's Conference. E-learning (on-line educational workshops) is also offered by RRS.

OTHER RESOURCES

DIRECTORY

RRS publishes an on-line NC Directory of Parks & Recreation Agencies including: Municipal, County, Academic, Military, National Parks & Historical Sites, NC Cooperative Extension, NC Division of Parks & Recreation, Professional Organizations, Therapeutic & Clinical Recreation Agencies.



JOB SERVICE BULLETIN

RRS provides an online venue for recreation agencies to post positions online and for job seekers to review positions in the recreation related profession.

ONLINE RESOURCES

<http://cnr.ncsu.edu/rrs/>

http://www.ncparks.gov/About/grants/partf_main.php

